



ESP Zeta Monthly Officer's Conference Call

Minutes for Monday, June 12, 2023 @ 8:30 am MST

Board members present: Luann Boyer, Deryn Davidson, Todd Hagenbuch, Amy Lentz, Alison O'Connor and Gus Westerman (Absent - Carla Farrand, Christy Fitzpatrick, Kurt Jones, Dennis Kaan)

1. Call to Order at 8:34 am by Alison O'Connor.
2. Approval of May 8, 2023 minutes:
 - a. Gus Westerman moved to approve the minutes; Todd Hagenbuch seconded the motion. No discussion. Motion carried.
3. Treasurer's Report, Gus Westerman

The following is the ESP Zeta Treasure's report for the June 2023 meeting:

Current Balance as of 5/31/2023: \$16,799.19
Reflected in Statement:

Deposits: \$0.00 –

Expenses: \$0.00

Current Balance Using Accrual to Date: \$16,799.19

Deposits not Reflected in Statement – \$0.00

Expenses not Reflected in Statement - \$0.00

May 2023 Bank Statement Rectified on 6/12/2023

4. Report from Executive Secretary – Luann Boyer
 - a. Retiree Social flyer is being put together and will be emailed out soon to members. It will be on July 19th at The Ranch.

- i. Alison will be out of town and will get key to Luann or Laurel. Laurel Kubin will likely be attending and can also assist. Pam from Larimer County should also be there as she is moving her office to that location for Larimer County Fair.
- ii. Looked at various caterers in the area and talked with Nordy's to do the catering at \$30 per person (\$5 more than last year but food prices have gone up).
 - 1. Must have 50 to cater the event and will do the 'To Go' pickup service with everything in the pans and ready to serve (not doing the full service). Will have pulled pork, brisket and chicken along with sides and buns (regular and gluten free).
 - 2. Luann will ask about dietary restrictions prior to the event.
- iii. The invitation will be sent out through the ESP list serv, email and mail where necessary.
- iv. Will also send the invitation to CJ Mucklow, Lindsey Shirley and Kathay Reynolds as administrators.
- v. Todd has this event on the calendar to attend (Deryn as backup).

5. Agenda Item Review

- a. No additions.
- b. Amy moved to approve the agenda as written; Todd seconded the motion. Motion carried.

6. Unfinished/Old Business:

- a. June 7 webinar on "changing habits" – we had 37 participants; the recording will be available soon
 - i. Five speakers from the National ESP committee led the training specific on work-life balance, specifically for Extension professionals.
 - ii. It was recorded and is currently being edited.
 - iii. Good turn-out live at 33 attendees.
 - iv. Nice to have Extension professionals from other states so that the focus was specific to Extension work-life balance.
 - v. Rhonda Fullman (Mesa County) does a similar training and could be a potential training in early November.
- b. CSU Forum and ESP Zeta annual meeting – updates
 - i. PRU leaders have started scheduling their meetings but no word yet on when our ESP meeting can be held.
 - ii. September 18th – 22nd are the dates for Forum.
 - i. Tentatively planning for the ESP meeting on Monday morning.

7. New Business

- a. Congratulations to Dennis Kaan on receiving the Western Regional Administrative Leadership Award!
 - i. Announcement will be made in the next newsletter, in upcoming email about the next webinar, and will be highlighted during the annual meeting award winners.
- b. Who is attending the National Conference in Billings?

- i. September 25th to 28th
 - 1. Christy will be attending.
 - 2. Alison will be going for a short time.
 - 3. Luann is tentatively planning to attend.
 - c. Fall professional development ideas
 - i. Rhonda Fullman is on the list for October or November.
 - ii. Running efficient meetings is another option.
 - d. Cancel July 10, 2023 ESP Officer's Meeting
 - i. August meeting staying on the 14th and will allow time for discussion about the annual meeting.
 - ii. Alison will send out an announcement regarding the cancellation of July 10th meeting.
8. Committee Reports
- a. Membership Recruitment and Retention—Todd Hagenbuch
 - i. Discussion of potential nominees. Todd will follow up on nominations.
 - ii. For the membership committee, Gus indicated that new member dues were received from Melinda Macpherson - Americorp Specialist. However, she is not on the National ESP roll. Luann will follow up with adding her to the National ESP roll.
 - 1. Others mentioned as new members – Todd Ballard and Mary Ortiz Castro
 - 2. Deryn would also like this list of names to use for the nominating committee.
 - b. Global Relations—Christy Fitzpatrick
 - i. No report.
 - c. Public Issues—Carla Farrand
 - i. No report.
 - d. Professional Development—Kurt Jones
 - i. No report.
 - e. Scholarships, Grants and Recognition—Deryn Davidson
 - i. Will be sending out calls for nominations soon and will need the current membership list to include with her email for nominations.
 - f. Bylaws—Carla Farrand
 - i. No report.
 - g. Nominating—Todd Hagenbuch
 - i. Discussed potential nominees.
 - h. Resource Development and Management—Gus Westerman
 - i. No report.

Alison adjourned the meeting at 9:21 am.

No meeting in July

Upcoming meeting: August 14, 8:30am MST

Join Zoom Meeting: <https://zoom.us/j/91517066995?pwd=T1JrUFhGYmpDV2Zub1dQVVo3SXhldz09>

Meeting ID: 915 1706 6995 | Passcode: ZETA

Call-in: 719-359-4580 | Call-in passcode: 362718

Respectfully submitted,

Amy Lentz